

**SHETEK AREA
WATER
&
SEWER
COMMISSION**

2500 28th Street, PO Box 57
Slayton, MN 56172-0057

MEMBERS:

Jamie Thomazin
30 South Shore Drive
Slayton, MN 56172
(507) 828-3516
fishnshetek@hotmail.com

Donna Kor
82 South Shore Drive
Slayton, MN 56172
(507) 760-0304
shetekor@frontiernet.net

Jon Hoyme
50 South Shore Drive
Slayton, MN 56172
(507) 763-1568
hoymejon@gmail.com

Trevor Humphrey
76 Pleasant View Road
Slayton, MN 56172
(507) 760-0321
Humphreytj@gmail.com

Valarie Kastner
58 Keeley Island Dr
Slayton, MN 56172
(712) 389-0644
valariekastner@gmail.com

David Maguire
56 Keeley Island Dr
Slayton, MN 56172
(507) 430-2951
david.maguire@unitedcapmn.org

Greg Grant
PO Box 66
Russell, MN 56169
(507) 823-4746

MAINTENANCE:

Dave Brown
(507) 760-0071

Website:
Murraycountymn.com/saws

Shetek Area Water and Sewer Commission Agenda

Meeting Date: **April 8, 2024**
Time: **4:00 p.m.**
Location: **Meeting Room B
Murray County Gov. Bldg.
Slayton, MN 56172**

You may attend in person, listen to the meeting by calling 507-473-4847 (Meeting ID: 89835481079, Passcode: 531679), or view the meeting live via Zoom. The Zoom link can be found on the Murray County home page <https://murraycountymn.com/>.

Agenda:

- A. Call Meeting to Order
- B. Roll Call
- C. Identify any Conflicts of Interest
- D. Approve Agenda
- E. Brett Huber – Lake Sarah extension
- F. Approval of Minutes
 - a. March 11, 2024 SAWS Meeting
- G. Treasurer's Report/Cash Flow
 - a. Approval of Invoices
 - b. Approval of Recurring Invoices
 - c. 2024 Recurring SAWS Claims
- H. Maintenance Provider's Report
 - a. 2024-2025 Operation & Maintenance Proposal
- I. Set Next Meeting Date
 - a. May 13, 2024 at 4:00 pm
- J. Adjourn

Thank you for your time, interest, and participation.

Regular Meeting of the Shetek Area Water and Sewer Commission March 11, 2024

Members present: Jamie Thomazin, Donna Kor, Trevor Humphrey, Jon Hoyme, David Maguire, Greg Grant, Valarie Kastner

Others present: Dave Brown, Sarah Soderholm, Jean Christoffels, Rick Nordahl

Others present via teleconference: Lori Gunnink

The meeting was called to order by Chairman Jamie Thomazin at 4:00 PM.

No conflicts of interest were identified.

Agenda:

- **Motion (3/11/24a)** Moved by Greg Grant, seconded by Donna Kor to approve the agenda. Motion carried unanimously.

Public Hearing - SAWS District Ordinance:

A public hearing was held regarding the proposed amendments to the Shetek Area Water and Sewer District Ordinance, Article 2, Section 202 about the connection of seasonal campers to the centralized sewer and removal of exceptions for properties with delays of abandonment for their existing septic systems. Chairman Jamie Thomazin opened the public hearing. Rick Nordahl was present and asked when a permit is needed, who will be enforcing it, and what is the definition of a seasonal camper. A letter was received from Sarah Perry against the proposed changes requiring connection to the centralized sewer for seasonal campers. Jamie Thomazin also received a call from Dean Salmon in support of the purposed changes.

- **Motion (3/11/24b)** Moved by John Hoyme, seconded by Greg Grant to close the public hearing. Motion carried unanimously.
- **Motion (3/11/24c)** Moved by Trevor Humphrey, seconded by David Maguire to approve the purposed changes to Shetek Area Water and Sewer District Ordinance. Motion carried unanimously.

Approval of Minutes:

- **Motion (3/11/24d)** Moved by Trevor Humphrey, seconded by Jon Hoyme to approve the minutes from the previous meeting. Motion carried unanimously.

Treasurers report:

- **Motion (3/11/24e)** Moved by Trevor Humphrey, seconded by Donna Kor to approve payment of the invoices totaling \$13,591.12. Motion carried unanimously.
- **Motion (3/11/24f)** Moved by Trevor Humphrey, seconded by Donna Kor to approve payment of the recurring invoices totaling \$47,210.55. Motion carried unanimously.

- **Motion (3/11/24g)** Moved by David Maguire, seconded by Trevor Humphrey to approve payment to MN Pump Works totaling \$925.82. Motion carried unanimously.

Maintenance Providers Report:

There was a leak in the force main on South Shore Drive. The leak has been repaired and Dave Brown turned it into insurance. Insurance has indicated that the leak is not covered since the force main was not insured. Dave still needs to bring in some black dirt and reseed the area.

Other:

- a. Carlson sewer easement: The estimate for Kevin Carlson's easement was \$5,800. He now wants \$10,000. He feels the estimated amount is not equivalent with the rest of the families' amount.
 - **Motion (3/11/24h)** Moved by Trevor Humphrey, seconded by Donna Kor to approve increasing Kevin Carlson's easement amount to \$10,000. Motion carried unanimously.
- b. The Board discussed the 50% of the extension costs needed from Mr. Huber prior to installation of the sewer main for his development.
 - **Motion (3/11/24i)** Moved by Donna Kor, seconded by Trevor Humphrey to approve requiring 50% of Infrastructure/engineering, easement and other benefit costs, totaling \$87,160.00, prior to start of construction. Motion carried unanimously.
- c. 2024 Delayed Hook up
 - **Motion (3/11/24j)** Moved by David Maguire, seconded by Greg Grant to approve sending a letter to Milton & Daris Schuur requiring a valid Certificate of Compliance. Motion carried unanimously.
- d. Independent Contract Agreement.
 - **Motion. (3/11/24k)** moved by Trevor Humphrey, seconded by Jon Hoyme to approve the Independent Contractor's Agreement without changes. Motion carried unanimously.

Next meeting: April 8, 2024 at 4:00 PM

Adjourn:

- **Motion (3/11/24l)** Moved by David Maguire, seconded by Trevor Humphrey to adjourn. Motion carried unanimously.

Respectfully Submitted,

Valarie Kastner
Shetek Area Water & Sewer Commission Secretary

Shetek Area Water and Sewer Commission
 2500 28th Street, PO Box 57
 Slayton, MN 56172

Expenses:
 March 11, 2024

Recurring Invoices

Pay Date	Payee	For	Warrant #	Amount
2/9/2024	First National Bank	Direct deposit fee	79638	\$15.00
3/1/2024	Brown Excavating	3/2024 operation & maintenance	173622	\$11,170.00
3/1/2024	Murray County Treasurer	2/2024 postage expense	173629	\$492.00
3/1/2024	Murray County Treasurer	2/2024 billing costs	173629	\$738.24
3/5/2024	MN Pollution Control Agency	2/14 annual permit fee	173656	\$1,450.00
3/7/2024	Gopher State One Call Inc	2/29 Gopher State One Call	173677	\$16.20
3/13/2024	Counties Providing Technology	3/2024 sewer billing	173735	\$164.00
3/15/2024	AT&T Mobility II	1/26/24 - 2/25/24 service	173793	\$34.03
3/15/2024	Frontier Communications	2/5 - 3/6/24 phone service	173799	\$276.15
3/21/2024	Nobles Cooperative Electric	2/2024 electrical service	173834	\$1,078.66
Sum of Recurring Invoices				\$15,434.28

I declare under the penalties of law that this account, claim, or demand is just and correct and that has been paid per Resolution 1/10/2024g.

Approved by: _____
 SAWSC Treasurer

SHETEK AREA WATER & SEWER DISTRICT
2024 Recurring SAWS Claims

Recurring Monthly SAWS Bills:

2023 Ranges

Monthly

Frontier Communications	270.27	295.63	
AT&T Mobility II	33.78	34.01	
Murray County Treasurer	329.56	474.03	Postage
Nobles Cooperative Electric	713.54	1,826.67	
David Brown		11,170.00	Maintenance Contract
First National Bank		15.00	Direct Deposit Fee
Gopher State One Call	1.35	68.85	
Murray County Treasurer	723.84	739.20	Utility Billing Costs
Counties Providing Technology	159.00	159.00	Service Agreement

Yearly

League of Minnesota Cities		2,221.00	Member Dues
MPCA		1,450.00	Annual Water Permit Fee
City of Currie		3,000.00	Annual Easement Payment
State of Minnesota	1,101.00	3,616.25	Audit Services*

Occasional

Staples	16.57	33.18	Envelopes
American Solutions for Business		724.50	Sewer Billing Cards
MVTL Laboratories, Inc.	35.83	500.00	Sewer Pond Sampling*
Henle Printing		246.77	Service Slips**
Murray County Recorder's office		46.00	Recording fees

*2022's high was used as 2023 invoices did not exceed this amount.

**2022 cost. No invoices for 2023

MURRAY COUNTY

MURRAY TWP

MURRAY CO GOVERNMENT CENTER
CHAD BENDA, CO ASSESSOR
PO BOX 57
SLAYTON, MN 56172-0057
507-836-1104

Property ID Number 17-015-0031

Property Description:
SECT-15 TWP-107 RANG-40
N1/2 SE1/4 & W 50' OF S1/2 SE1/4

ACRES 27.10

2150 ST HWY 30
TAXPAYER(S):

356

MURRAY COUNTY
PO BOX 57
SLAYTON MN 56172-0057

VALUATION NOTICE

2025

2024 Values for Taxes Payable In

Property tax notices are delivered on the following schedule:

Step 1 Valuation and Classification Notice	
Classification:	AGRI NON-HSTD
Estimated Market Value:	768,100
Homestead Exclusion:	
Taxable Market Value:	336,700

Step 2 Proposed Taxes Notice	
2025 Proposed Tax:	Coming November 2024

Step 3 Property Tax Statement	
1st Half Taxes:	
2nd Half Taxes:	Coming March 2025
Total Taxes Due in 2025:	

The time to appeal or question your CLASSIFICATION or VALUATION is NOW!

It will be too late when proposed taxes are sent.

Your Property's Classification(s) and Values

Taxes Payable in 2024
Assessment Year 2023

Taxes Payable in 2025
Assessment Year 2024

The assessor has determined your property's classification(s) to be:

AGRI NON-HSTD
EXEMPT

AGRI NON-HSTD
EXEMPT

If this box is checked, your classification has changed from last year's assessment.

The assessor has estimated your property's market value to be:

Estimated Market Value (EMV) 758,200 768,100

Several factors can reduce the amount that is subject to tax:

- Green Acres Value Deferral
- Rural Preserve Value Deferral
- Open Space Deferral -Wetland/Native Prairie Deferral
- Platted Vacant Land Deferral
- Exclusion for Veterans With Disabilities
- Mold Damage Exclusion
- Homestead Market Value Exclusion

Taxable Market Value (TMV) 326,800 336,700

The following values (if any) are reflected in your estimated and taxable market values:

New Improvement Value

The classification(s) of your property affect the rate at which your value is taxed.

How to Respond

If you believe your valuation and property class are correct, it is not necessary to contact your assessor or attend any listed meetings.

If you have concerns about the information on this notice, please contact your assessor. If your questions or concerns are not resolved, more formal appeal options are available.

Please read the back of this notice for important information about the formal appeal process.

The following meetings are available to discuss or appeal your value and classification:

Local Board of Appeal and Equalization/Open Book
TUESDAY APRIL 30 AT 9:15 A.M.
OFFICE OF THE TOWNSHIP CLERK
LOCATED AT CURRIE CITY HALL
801 3RD STREET, CURRIE, MN

County Board of Appeal and Equalization Meeting
TUESDAY JUNE 18TH AT 6:00 PM
COMMISSIONERS MEETING ROOM
MURRAY CO GOVERNMENT CENTER
2500 28TH ST, SLAYTON, MN

Appealing the Value or Classification of Your Property

Informal Appeal Options – Contact your Assessor

If you have questions or concerns, the assessor can help explain the details of your property's valuation and classification. Contact information for your assessor's office is on the other side of this notice.

Some jurisdictions choose to hold open book meetings to allow property owners to discuss their concerns with the assessor. If this is an option available to you, the meeting time(s) and location(s) will be indicated on the other side of this notice.

Formal Appeal Options

If your questions or concerns are not resolved after meeting with your assessor, you have two formal appeal options:

Option 1 - The Boards of Appeal and Equalization

You may appear before the Boards of Appeal and Equalization in person, through a letter, or through a representative authorized by you. The meeting times and locations are on the other side of this notice. **You must have presented your case to the Local Board of Appeal and Equalization BEFORE appealing to the County Board of Appeal and Equalization.**

Step 1 - Local Board of Appeal and Equalization

If you believe your value or classification is incorrect, you may bring your case to the Local Board of Appeal and Equalization. Please contact your assessor's office for more information. If your city or township does not have a Local Board of Appeal and Equalization (as indicated on the other side of this notice) you may appeal directly to the County Board of Appeal and Equalization.

Step 2 - County Board of Appeal and Equalization

If the Local Board of Appeal and Equalization did not resolve your concerns, you may bring your case to the County Board of Appeal and Equalization. Please contact the county assessor's office to get on the agenda or for more information.

Option 2 - Minnesota Tax Court

Depending on the type of appeal, you may take your case to either the Small Claims Division or the Regular Division of Tax Court. You have until April 30 (October 1 for manufactured homes assessed as personal property) of the year in which taxes are payable to file an appeal with the Small Claims Division or the Regular Division of Tax Court for your valuation and classification.

For more information, contact the Minnesota Tax Court:
Phone: 651-539-3260 or for MN Relay call 1-800-627-3529
On the web: www.mn.gov/tax-court

Definitions

Exclusion for Veterans With Disabilities – Veterans with qualifying disabilities may be eligible for a valuation exclusion on their homestead property.

Estimated Market Value - This value is what the assessor estimates your property would likely sell for on the open market.

Green Acres - Applies to class 2a agricultural property that is facing increasing values due to pressures not related to the agricultural value of the land. This value is determined by looking at what comparable agricultural land is selling for in areas where there is no development pressure. The taxes on the higher value are deferred until the property is sold, transferred, withdrawn, or no longer qualifies for the program.

Homestead Market Value Exclusion - *The exclusion amount has increased for assessment year 2024 and beyond.* Applies to residential homesteads and to the house, garage, and one acre of land for agricultural homesteads. The exclusion is a maximum of \$38,000 at \$95,000 of market value, and then decreases by nine percent for value over \$95,000. The exclusion phases out for properties valued at \$517,200 or more.

New Improvements - This is the assessor's estimate of the value of new or previously unassessed improvements you have made to your property within the past five years.

Plat Deferral - For land that has been recently platted (divided into individual lots) but not yet improved with a structure, the increased market value due to platting is phased in over time. If construction begins, or if the lot is sold before expiration of the phase-in period, the lot will be assessed at full market value in the next assessment.

Rural Preserve - Applies to class 2b rural vacant land that is part of a farm homestead or that had previously been enrolled in Green Acres, if it is contiguous to agricultural land enrolled in Green Acres. This value may not exceed the Green Acres value for tilled lands. The taxes on the higher value are deferred so long as the property qualifies.

Taxable Market Value - This is the value that your property taxes are actually based on, after all reductions.

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Murray SWCD	County: Murray
Applicant Name: Shetek Area Water and Sewer District Applicant Representative: Dave Brown	
Project Name: SAWS Expansion	LGU Project No. (if any):
Date Complete Application Received by LGU: 3/7/24	
Date of LGU Decision: 3/26/24	
Date this Notice was Sent: 3/26/24	

WCA Decision Type - check all that apply

<input type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input checked="" type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

<input type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input checked="" type="checkbox"/> No TEP Recommendation
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LGU Decision

<input checked="" type="checkbox"/> Approved with Conditions (specify below) ¹ <input type="checkbox"/> Approved ¹ <input type="checkbox"/> Denied
List Conditions: Excavated soil via open trenching within wetland boundary must be placed back in trench in the correct order as it was excavated. Clean-outs to be placed outside of wetland boundaries when applicable.
Decision-Maker for this Application: <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:
Decision is valid for: <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

<input checked="" type="checkbox"/> Attachment(s) (specify): Maps of NWI & Expansion Plans
<input checked="" type="checkbox"/> Summary: Upon review, this project will only result in temporary impacts to wetlands. Majority of the sewer lines will be directionally bored. At each parcel, a 15-20' open trench from the curb stop to the lot will be excavated to provide future sewer hookup. According to the plans, wetlands will not be impacted during this process.

¹ *Findings must consider any TEP recommendations.*

Attached Project Documents

<input checked="" type="checkbox"/> Site Location Map <input checked="" type="checkbox"/> Project Plan(s)/Descriptions/Reports (specify): Maps

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

- Yes¹ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Devin Ryan	<input checked="" type="checkbox"/> BWSR TEP Member: John Hansel
<input checked="" type="checkbox"/> LGU TEP Member (if different than LGU contact): Sarah Soderholm	
<input checked="" type="checkbox"/> DNR Representative: Tom Kresko	
<input type="checkbox"/> Watershed District or Watershed Mgmt. Org.:	
<input checked="" type="checkbox"/> Applicant: SAWS	<input type="checkbox"/> Agent/Consultant: Dave Brown

Optional or As Applicable:

<input type="checkbox"/> Corps of Engineers:	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

Signature: 	Date: 3-26-24
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.